

# **State of Alaska FY2005 Governor's Operating Budget**

## **Department of Labor and Workforce Development Employment Services Component Budget Summary**

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## Component: Employment Services

### Contribution to Department's Mission

Employment Services contributes to the department's mission by providing employment and training services to Alaska's workforce and businesses.

### Core Services

The Employment Services component provides the vital link between jobs and qualified, job-ready applicants. Services are provided in 22 One-Stop Job Centers located across the State, and through outreach locations and web-based delivery methods.

Employment Services assist businesses in finding qualified job applicants by listing job openings, by matching, screening and referring Alaskan applicants, and by offering our public facilities to conduct recruitment sessions and interviews.

Specific core services include individualized and specialized labor exchange services that result in employment for Alaskans. These services include self-service tools and a wide array of on-line resources for job seekers and businesses, labor market information, one-on-one staff assistance, extensive case management, business and employment workshops and orientations to assist those overcoming employment barriers. Employment Services specializes in assisting veterans, unemployed workers, public assistance recipients, laid-off workers, seasonal workers, and those Alaskans with no work experience.

### FY2005 Resources Allocated to Achieve Results

<b>FY2005 Component Budget: \$27,568,100</b>	<b>Personnel:</b>	
	Full time	240
	Part time	7
	<b>Total</b>	<b>247</b>

### Key Component Challenges

Employment Services must continue providing employment services to an increased customer base while the federal Wagner-Peyser grant has been flat funded or reduced for ten consecutive years. ES also experienced reduced funding in federal Workforce Investment Act (WIA) training account funds and the VETS grant. In addition, under-funded federal mandates continue to impact ES in the areas of the Veterans Employment, Foreign Labor Certification (FLC), and Work Opportunity Tax Credit (WOTC) federal grants. To offset some of the funding shortfalls, ES will use federal Reed Act monies to support an FY2005 increase in the cost of personal services benefits.

ES is currently unable to maintain long-term equipment replacement schedules due to a lack of funds. We are trying to identify other federal monies to address ongoing resource room equipment replacement needs.

The division will address the lack of employment opportunities in rural areas by providing a skills inventory to identify rural Alaska residents with requisite skills to work on capital projects and other jobs.

Due to the 60-month lifetime limitation on public assistance benefits, ESD must assist an increased number of public assistance clients in finding employment and removing barriers to employment.

### Significant Changes in Results to be Delivered in FY2005

ESD is developing a web based labor exchange system that automates skills based matching functionality and promotes employer and job seeker interaction.

Employment Services will administer the Senior Employment Services Program that will be transferred from the Department of Health and Social Services.

A One-Stop Job Center will be established in Barrow to increase access and services to residents of the North Slope Borough.

Consolidation of the Job Training Programs component into the Employment Services component will result in increased front-line delivery of services to clients in assessment, case management, supportive services, and employment and training opportunities.

## Major Component Accomplishments in 2003

The total number of individual job searches utilizing Alaska's Job Bank was 9,883,072. This will serve as a baseline for measuring results.

2,106,000 individuals utilized web-based employment services. This will serve as a baseline for measuring results.

Increased the number of Alaskans conducting in-person job searches at Alaska Job Centers statewide to 144,708.

Assisted 10,294 job seekers entering employment through the Alaska Job Center Network.

Increased the number of job openings listed from employers to 44,632, an increase of 181.

## Statutory and Regulatory Authority

### Federal Authority:

Public Law 73 - 30	Wagner Peyser Act of 1933	
Public Law 74 - 271	Social Security Act of 1935	
Public Law 93 - 618	Trade Act of 1974	
Public Law 103 - 152	Mandatory Profiling of UI Claimants	
Public Law 104 - 193	Personal Responsibility and Work Opportunity of 1996	Reconciliation Act
Public Law 105 - 33	Balance Budget Act of 1997	
Public Law 105 - 220	Workforce Investment Act of 1998	
Public Law 106 - 170	Ticket to Work and Work Incentives Improvement Act of 1999	
Public Law 107 - 147	Job Creation and Worker Assistance Act of 2002	
Public Law 107 - 210	Trade Adjustment Assistance Reform Act of 2002	
Public Law 107 - 288	Jobs for Veterans Act of 2002	
North American Free Trade Agreement of 1993		
7 CFR 273.7	Work Requirements (Food Stamp Program)	
20 CFR Chapter V	Employment and Training Administration, Department of Labor	
29 CFR Part 37	Nondiscrimination and EEO Provisions of the WIA of 1998	

### Statutory Authority:

AS 23.15.550 - .850	Labor & Workers' Compensation, Employment Services (Excludes DVR Sections 10-250)
AS 23.20	Alaska Employment Security Act
AS 44.31	Department of Labor and Workforce Development

### Administrative Regulations:

8 AAC 85	Employment Security
8 AAC 87.010 - .180	State Training and Employment Act

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### Employment Services Component Financial Summary

*All dollars shown in thousands*

	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	11,908.0	12,086.1	15,248.7
72000 Travel	293.3	403.0	252.2
73000 Contractual	1,949.9	3,141.0	4,161.5
74000 Supplies	366.0	440.9	539.7
75000 Equipment	29.2	85.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	226.6	1,850.0	7,366.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>14,773.0</b>	<b>18,006.0</b>	<b>27,568.1</b>
<b>Funding Sources:</b>			
1002 Federal Receipts	11,244.7	12,789.9	14,196.5
1003 General Fund Match	44.8	45.3	229.8
1007 Inter-Agency Receipts	2,790.1	4,326.1	12,271.3
1049 Training and Building Fund	455.4	707.0	732.8
1054 State Employment & Training Program	236.7	0.0	0.0
1108 Statutory Designated Program Receipts	1.3	137.7	137.7
<b>Funding Totals</b>	<b>14,773.0</b>	<b>18,006.0</b>	<b>27,568.1</b>

### Estimated Revenue Collections

Description	Master Revenue Account	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
<b>Unrestricted Revenues</b>				
Training & Building Fund	51155	455.4	707.0	732.8
State Employment and Training Program	51394	236.7	0.0	0.0
<b>Unrestricted Total</b>		<b>692.1</b>	<b>707.0</b>	<b>732.8</b>
<b>Restricted Revenues</b>				
Federal Receipts	51010	11,244.7	12,789.9	14,196.5
Interagency Receipts	51015	2,790.1	4,326.1	12,271.3
Statutory Designated Program Receipts	51063	1.3	137.7	137.7
<b>Restricted Total</b>		<b>14,036.1</b>	<b>17,253.7</b>	<b>26,605.5</b>
<b>Total Estimated Revenues</b>		<b>14,728.2</b>	<b>17,960.7</b>	<b>27,338.3</b>

### Summary of Component Budget Changes From FY2004 Authorized to FY2005 Governor

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2004 Authorized</b>	<b>45.3</b>	<b>12,789.9</b>	<b>5,170.8</b>	<b>18,006.0</b>
<b>Adjustments which will continue current level of service:</b>				
-Transfer 2 PFT Positions from Business Services to Employment Services to Serve Matsu Job Center Clients ADN0741031	0.0	152.4	0.0	152.4
-Changes to Retirement and Other Personal Services Rates	0.0	371.2	268.2	639.4
-Transfer the Senior Employment Services Program from Dept of Health and Social Services to Employment Services	198.3	1,659.3	0.0	1,857.6
-Transfer 1 PFT and Funding for Senior Employment Program from Dept of Health and Social Services to Employment Services	31.5	284.0	0.0	315.5
-Transfer 1 PFT to Workforce Investment Boards for Administrative Support	0.0	-44.4	0.0	-44.4
-Transfer Funding and 31 PFT Positions from Job Training Programs to Employ Svcs to Consolidate Components ADN0741035	0.0	0.0	12,406.3	12,406.3
-Transfer 1 PFT to Business Services for Grants Administration	0.0	0.0	-66.2	-66.2
-Transfer 1 PFT Position from Employment Services to Workforce Invest Board for Workforce Investment Act ADN0741042	0.0	-96.2	0.0	-96.2
-Change Match for Federal Work Services from General Funds to Interagency Receipts from STEP	-45.3	0.0	45.3	0.0
-Transfer I/A Authorization from Employment Svcs to Workforce Invest Board for Nurse Training Programs ADN0741043	0.0	0.0	-64.2	-64.2
-Transfer Federal Authorization from Employment Services to Adult Basic Education for Increased Grant Funds ADN0741041	0.0	-165.6	0.0	-165.6
<b>Proposed budget decreases:</b>				
-Decrease Federal and Interagency Authorization to Reflect a Reduction in Anticipated Receipts	0.0	-1,125.3	-4,618.4	-5,743.7
<b>Proposed budget increases:</b>				
-Add Federal Reed Act Authorization to Offset Federal Grant Reductions	0.0	371.2	0.0	371.2

**Summary of Component Budget Changes  
From FY2004 Authorized to FY2005 Governor***All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2005 Governor</b>	<b>229.8</b>	<b>14,196.5</b>	<b>13,141.8</b>	<b>27,568.1</b>

### Employment Services Personal Services Information

Authorized Positions			Personal Services Costs	
	<u>FY2004</u> <u>Authorized</u>	<u>FY2005</u> <u>Governor</u>		
Full-time	196	240	Annual Salaries	11,309,011
Part-time	7	7	Premium Pay	0
Nonpermanent	0	5	Annual Benefits	4,887,847
			<i>Less 5.85% Vacancy Factor</i>	(948,158)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>203</b>	<b>252</b>	<b>Total Personal Services</b>	<b>15,248,700</b>

### Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accounting Spvr II	0	0	1	0	1
Accounting Tech II	0	0	2	0	2
Administrative Assistant	0	1	5	1	7
Administrative Clerk I	0	1	0	0	1
Administrative Clerk II	1	0	0	0	1
Administrative Clerk III	2	1	1	3	7
Administrative Manager I	1	0	0	0	1
Administrative Manager IV	0	0	1	0	1
Assoc Coordinator	0	0	1	0	1
College Intern I	0	0	0	1	1
Community Devel Spec I	2	1	0	3	6
Community Devel Spec II	8	5	2	5	20
Community Devel Spec III	1	1	1	4	7
Dep Dir ESD	0	0	1	0	1
Division Director	0	0	1	0	1
Employ Counselor I	0	0	0	1	1
Employ Counselor II	8	2	1	7	18
Employ Counselor III	0	0	1	0	1
Employ Sec Analyst I	1	0	2	0	3
Employ Sec Analyst II	0	0	6	0	6
Employ Sec Analyst III	0	0	5	0	5
Employ Sec Spec IA	8	6	0	10	24
Employ Sec Spec IB	34	8	5	36	83
Employ Sec Spec II	0	0	1	2	3
Employ Sec Spec III	2	1	0	0	3
Employ Sec Spec IV	1	2	0	1	4
Employment Service Manager II	1	0	0	3	4
Employment Service Mgr I	0	0	0	9	9
Employment Service Mgr III	1	0	1	2	4
Employment Service Mgr IV	1	1	1	1	4
Grants Administrator I	0	1	0	0	1
Grants Administrator II	0	1	1	1	3
Micro/Network Tech I	2	1	2	0	5
Policy and Program Specialist	0	0	1	0	1
Prog Coordinator	0	0	6	0	6
Program Services Aide	0	0	2	1	3
Project Assistant	3	0	0	0	3
<b>Totals</b>	<b>77</b>	<b>33</b>	<b>51</b>	<b>91</b>	<b>252</b>

